



THE BOTTOM LINE

VICE PRESIDENT FOR FINANCE AND CHIEF FINANCIAL OFFICER | AUGUST 2019

RECENT NEWS & ANNOUNCEMENTS

2019-20 faculty/staff parking permits on sale

Make sure to obtain or renew your 2019-20 parking permits by the end of the month. Current permits for 2018-19 expire Aug. 31.

Permits can be purchased online or in person, and are valid from the time of purchase through Aug. 31, 2020.

[More info...](#)

Retirement reception to be held for Dwight Shelton

President Tim Sands and Senior Vice President Dwayne Pinkney invite you to join them at a reception honoring Dwight Shelton.

[More info and RSVP...](#)

Update on Chrome River implementation

The transition to Chrome River has begun, with the pilot phase starting earlier in August. It is anticipated that the entire university will be fully transitioned by the end of the year. For more information on the process, frequently asked questions, and a timeline of activities, visit the [Chrome River project site](#).

UPCOMING EVENTS

Student Move-In

August 21-24 | [See parking impacts](#)

State of the University Address

September 6 | Moss Arts Center | 3:30 p.m.

VT Principles of Community Week

September 9-13

Retirement Reception for Dwight Shelton

September 13 | Grand Hall, Holtzman Alumni Center | 4:00 p.m.

PREPARING FOR THE FALL 2019 SEMESTER...

The teams from Hokie Passport Services and the Bursar's Office have been exceptionally busy as students prepare for the start of the Fall 2019 semester.

Over the course of Transfer and First-Year Orientation (July 8–August 2), Hokie Passport Services produced a total of **8,745** student IDs. The team anticipates making another 567 as part of International and Make-Up Orientation, bringing the overall total to more than 9,300 cards produced.

An estimated total of **10,922** family members and guests will have been served by the conclusion of all orientation activities.

On Fall 2019 tuition and fee payment deadline day (August 12) the Bursar's Office answered **1,352** phone calls to provide support and guidance for families and students.

A big shout-out to both of these areas for an outstanding job in busy times!



Above: Nine Virginia Tech students/graduates served as Orientation Assistants this year...

UPDATE TAX FORMS ONLINE

New and current Virginia Tech employees who are also U.S. citizens or permanent residents can now complete or update their federal W4 and Virginia VA4 tax forms online in Hokie Spa.

Providing online access to update tax forms:

- Supports Virginia Tech's green initiative by reducing paper forms and the costs associated with processing them.
- Reduces costs for regular or interoffice mail.
- Results in faster processing times and reduced human error.

Click [here](#) for more information on the details of this transition.

PROFESSIONAL DEVELOPMENT OPPORTUNITIES AVAILABLE

Registration opens on August 19 for Fall 2019 professional development workshops offered through Human Resources. Topics covered include:

- Effective meetings
- Fundamentals of customer service
- Listening skills
- Meeting change with resilience
- Personality and effective communication skills
- Time management
- And more

If interested, you can register at training.vt.edu.

EMPLOYEE SPOTLIGHT

Matthew Carter

Manager, Fixed Assets Accounting

Controller's Office

[Read more...](#)



EAB RESOURCES

The Finance Function of the Future, a recent four-part archived webinar that can be viewed on-demand.

[Part 1](#) | [Part 2](#) | [Part 3](#) | [Part 4](#)

Hallmarks of Higher Education's Most Strategic Finance Functions, a report and toolkit for developing the strategic capabilities of finance units. [Read more...](#)